

DECA SERIAL

JOB SUCCESS: WHAT WILL YOU DO IS JUST AS IMPORTANT AS WHAT YOU CAN DO

By Morton Tener, Professor –
Department of Secondary Education/Foundations of Education

There are two main things an employer wants to know when he considers hiring an individual; what you can do and what you will do. Once he knows these things, he will be able to determine to some extent how you will perform on the job. What you can do could be determined by basic characteristics you bring for the job; mental ability, technical skills, training and experience. What will you do is determined by the way in which you use these characteristics.

In order to find out what you can do, the employer examines your educational background through your school transcript of courses and grades. Also, he can learn about your work record by references from past employers. The employer can also give you tests measuring your interests and intelligence. Based upon this information, the employer can get a good idea of how well you are prepared to perform on the job for which you are applying.

However, the potential employer must try to estimate what use you will make of your training and skills. Your character and personality traits must also be determined. Your personality traits and attitude are essential factors in estimating how well you will suc-

ceed on the job. Are you a dependable person? Do you have the following traits: stability? perseverance? leadership? self-reliance? ability to get along with others? maturity and loyalty?

There is a strong relationship between past performance and future performance. What kind of work did you do on your last job? Did you receive any promotions? Any raises? How long were you unemployed between jobs? Did you complete your education?

Your answers to all the above questions will help to decide whether you will fit this particular job description and in the organization as a whole, work well with other employees and respond to supervision.

To progress on the job, you must be more than satisfactory. You must be outstanding. Every job, no matter how routine, is an opportunity and a challenge and it should be perceived in this manner. By doing it better than anyone else, by developing greater skills and understanding, you can provide the foundation for moving on to higher positions.

When you get the job, let's start climbing the ladder.